



**Town of Arlington, Massachusetts**  
**730 Massachusetts Ave., Arlington, MA 02476**  
**Phone: 781-316-3000**

**webmaster@town.arlington.ma.us**

## Minutes 11-19-2009

Thompson School Building Committee  
 Thursday, November 19, 2009  
 Town Hall  
 Selectmen's Second Floor  
 Hearing Room  
 7:30 pm

### Present:

Rob Juusola TSBC, Vice Chair  
 John Cole, PTBC Chair  
 Diane Johnson, APS CFO  
 Domenic Lanzillotti, Purchasing Agent  
 Bill Shea, PTBC, TSBC  
 Anthony Lionetta, PTBC Fin Com Rep  
 Sheri Donovan, TSBC  
 Tobey Jackson, TSBC  
 Kevin Nigro, PMA, Project Manager

The meeting was called to order by Vice Chair Rob Juusola at 7:30 pm.

Mr. Juusola reminded the committee that communication with MSBA is limited to the Town Manager and PMA.

### Arlington Appointees/MSBA Designer Selection Panel

Kevin Nigro explained that the committee needs to vote the three appointees to represent the TSBC at the MSBA Selection Panel. Appointees are:

- Superintendent of Schools or designee
- Town Manager or designee
- School Committee designee

### Review Selection Process/ Distribute RFP's

Domenic Lanzillotti reported that 17 proposals were received. The proposals were divided between Sheri Donovan, Bill Shea, Domenic Lanzillotti, Tobey Jackson and PMA. Those members will review the proposals to ensure minimum criteria are met, and if so, will then conduct reference checks (3 reference checks per firm).

### Next Meeting

The next meeting is scheduled for Tuesday, November 24<sup>th</sup> 8:30 am AHS

Superintendent's office, 6<sup>th</sup> floor where the committee will:

- Vote Arlington Appointees/MSBA Designer Selection Panel
- Review Required Categories of Work
- Review Reference Checks

Motion to adjourn @ 8:20 pm